



Arkansas Department of Education

Transforming Arkansas to lead the nation in student-focused education

REQUEST FOR SUBSTITUTE TEACHER REIMBURSEMENT FORM 2017 - 2018 State Funded NBPTS Candidates

Johnny Key
Commissioner

The following state funded candidate(s) for National Board for Professional Teaching Standards (NBPTS) has taken up to three (3) days (total allowed during full candidacy) release time to work on candidacy. This district requests substitute teacher pay reimbursement from the Arkansas Department of Education for:

**State Board
of Education**

Dr. Jay Barth
*Little Rock
Chair*

Joe Black
*Newport
Vice Chair*

Susan Chambers
Bella Vista

Charisse Dean
Little Rock

Dr. Fitz Hill
Little Rock

Ouida Newton
Poyen

Mireya Reith
Fayetteville

R. Brett Williamson
El Dorado

Diane Zook
Melbourne

STATE FUNDED TEACHER	SSN	DATES	COST PER DAY*	TOTAL COST
Example: Vanessa Holt	xxx-xx-xxxx	x/xx/xx, x/xx/xx, x/xx/xx	\$70.00	\$210.00
				\$
				\$
				\$
				\$
				\$
				\$
TOTAL AMOUNT REQUESTED				\$

Superintendent or Responsible Officer Signature

Date

School District: _____

District Address: _____

District Contact Person: _____

(please print)

District Contact Phone: _____

Mail (**faxes not accepted**) this completed form to arrive no later than Friday, May 25, 2018:

NBPTS Program Advisor
Office of Educator Effectiveness
Four Capitol Mall, Room 107B
Little Rock, AR 72201

Phone: 501-682-4311

District reimbursements will be issued June 2018. Reimbursements are for initial NBPTS candidates who were awarded \$1,900.00 of state funding for 2017 - 2018. Please send one request form per district with all reimbursements listed by individual candidate and then totaled for all candidates in your district.

***The base rate is not to include taxes, benefits, or third-party fees.**

Four Capitol Mall
Little Rock, AR
72201-1019
(501) 682-4475
ArkansasEd.gov

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Employer*